**SAP SuccessFactors**

# SAP SuccessFactors Employee Central Payroll Technical and Functional Specifications

CUSTOMER

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This specifications document describes key features and functionalities of SAP SuccessFactors Employee Central Payroll, as of the Q1 2019 release.

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## FEATURES AND FUNCTIONS

| Key Feature | Description |
|---|---|
| Global | Supports 43 delivered countries: Argentina, Australia, Austria, Brazil, Canada, Chile, China, Colombia, Czech Republic, Egypt, Finland, France, Germany, Hong Kong, Hungary, India, Ireland, Italy, Japan, Malaysia, Mexico, Netherlands, New Zealand, Oman, Philippines, Poland, Qatar, Russia, Saudi Arabia, Singapore, South Africa, South Korea, Spain, Sweden, Switzerland, Taiwan, Thailand, United Kingdom, United Arab Emirates, USA, Venezuela, Kuwait, Portugal. |
| Localization requirements | Country-specific fields, business rules, and tax calculations for delivered countries. |
| Automate the payroll process | Enabling payroll managers to automate the process steps and delegate the resolution of the validation alerts. |
| Real-time overview of workload and progress | Efficiently manage workload by distributing work packages and monitoring workload and progress. |
| Automated root cause analysis and corrections | Alerts are pushed to the payroll User, enabling them to focus on exception handling and guiding them to a resolution. |
| Audit and Compliance Trails | Allows Customers to configure change logging on a detailed level.<br><br>In addition, changes in payroll can be audited, as every payroll run is separately stored. |
| Receive employee time, commission, expense data | The key inputs to calculate gross pay that vary by payroll cycle. |

| Key Feature | Description |
| --- | --- |
| Calculate gross pay | Gross pay is calculated based on the number of hours worked, pay rate, and other inputs, such as commission, overtime pay, and other one-time payments and overrides. |
| Deduction interfaces | Benefit and other vendors provide the deductions to be made from the employees' gross pay. |
| Collect and process garnishments | Record and administer any court-ordered deductions. |
| Calculate net pay | Calculate the amount that employees will receive after deducting tax, deductions, and garnishments. |
| Process bank transfer | After net pay is calculated, the amount can be deposited in the employee's bank account. |
| Off-cycle pay processing | Supports special one-time pay process, such as bonus payments, termination payout (depends on country). |
| Retroactive pay calculation | Automatically processing of a change that took effect from a prior pay period. |
| General ledger posting | At the conclusion of the payroll run, the results are transferred and posted to the financial system. |
| Taxes and remittance processing | Taxes, deductions, and garnishments are remitted to the recipients within the specified time. |
| Year-end processing | Enable Customers to produce documents that are provided to employees as well as regulatory authorities at the end of the year. |
| Regulatory reporting | Enable Customers to produce and file documents that are required by law |

## GLOBALIZATION

| Key Feature | Description |
| --- | --- |
| Local regulatory and legislative requirements | Global processes and local best practices for business process standardization on a single instance with general availability in 43 countries. |
| Translation and global access | The system is translated in 39 languages. |
| Globalization | Supporting multiple country User base simultaneously. Multi-language, time zone, and currency support. Global fields, national ID, address formats. |
| Localization | Country-specific fields and business rules. |

## REPORTING, COMPLIANCE, AND AUDITING

| Key Feature | Description |
| --- | --- |
| Standard reports | Generate any number of standard reports (data audit, out-of-box payroll reports, and so on), run them on the fly or on any pre-defined schedule, and generate them in local languages. |
| Shareable reports | Publish reports to any number of constituents based on security access rights. |
| As-of-date reporting | Run reports based on data as of a specified date. |
| Date-range reporting | Run reports based on data within a specified date range. |
| Audit reports | Run various audit reports including, but not limited to, audits of inactive Users, audits of unauthorized User attempts, and security reports of Users' capabilities by function. |
| Audit compliance | Includes audit tracking and reporting to support audit standards, segregation of duty, and compliance with other government regulations. |
| Audit trails | View audit trails of current changes being made in a comprehensive report, including when data is updated as the result of a standard interface/integration with another application. |

## INTEGRATION AND EXTENSIBILITY

| Key Feature | Description |
| --- | --- |
| Pre-packaged Integration | SAP develops, supports, and maintains pre-built, configurable end-to-end integration processes for Employee Central and Employee Central Payroll. These integrations comprise a direct (point-to-point) integration. Some effort may be required to tailor the processes to Customers' specific needs. |
| Pre-packaged Templates | Template connectors for 3rd party benefits, time, finance, and travel applications.<br><br>Encapsulates HR-XML standards and best practice knowledge of integration patterns in each of these categories.<br><br>Helps expedite implementation and saves time and money for Customers.<br><br>Pre-packaged template integrations are maintained by the Customer. |

| Key Feature | Description |
| --- | --- |
| APIs | Use APIs to build custom integrations on SAP HANA Cloud Integration technology and custom extensions on SAP HANA Cloud Platform.

Custom integrations and extensions are maintained by the Customer. |
| Metadata Framework | Create custom objects and functionality in SAP SuccessFactors Employee Central as required.

Define objects, fields, behavior, and the look and feel of the application through a web-based user interface, without coding.

Create business rules to implement custom logic. |

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